

RESP INSPECTION REPORT/ENFORCEMENT CASE PROCESS CHECKLIST

Facility Name:

RCRA ID No.:

Nelex Inc
AR 000007310

Section 1: Report Review		
Initials	Date	Activity (database)
		Inspection Date (RCRAInfo & ICIS) 6
		Report received by RESP (ICIS) 7
		Report transmitted to CD
		Report mailed to facility and State
		CMEL completed for violations noted on NOV (RCRAInfo & ICIS) 14/16

Section 2: Referral		
Initials	Date	Activity
		Date of referral to State (KS, NE, MO), DOJ, Superfund, (indicate who received referral)

Section 3: Referral Warning		
Initials	Date	Activity
		Letter of Warning Letter mailed (RCRAInfo & ICIS) 11/14/16/28
		Date response to the Information Request is due (RCRAInfo)
		Response to Information Request Received (RCRAInfo) 28

Do you need additional information? YES / NO (If NO, go to Section 3.)

Section 4: Information Gathering		
Initials	Date	Activity
		Information Request Letter mailed (RCRAInfo & ICIS) 9
		Date response to the Information Request is due (RCRAInfo)
		Response to Information Request Received (RCRAInfo)

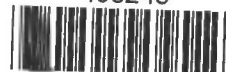
Section 5: Order Candidates		
Initials	Date	Activity
		Date SNC determination is made (RCRAInfo & ICIS) 11
		Date met with Attorney and Inspector
		Date of the Penalty panel
		Date Notice Letter to the State sent
		Complete Multimedia Database memo
		Complete Table of Violations
		Complete Penalty Calculation Worksheet
		File Complaint (RCRAInfo & ICIS) 20
		File CAFO (RCRAInfo & ICIS) 20

Section 6: Case Information		
Initials	Date	Activity
		Date determined further action (LOC, LOW, Referral, SNC) (ICIS)

Is facility a SNC? YES / NO. (If YES, go to Section 7.)
If inspection report can be closed with an informal action, continue to Section 4, 5, or 6, whichever is appropriate.

Section 7: Letter of Compliance		
Initials	Date	Activity
		Letter of Compliance mailed (RCRAInfo & ICIS) 11/28

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RCRA